

Minutes



GOVERNOR'S COMMISSION ON DISABILITIES BUSINESS MEETING

Monday 5:00 – 7:00 PM

John O. Pastore Center (Formerly the Howard Center)

- 41 Cherry Dale Court,

Cranston, RI 02920-3049

(voice) 401-462-0100 (tty) 462-0101 (fax) 462-0106

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Secretary:

Bob Cooper

Attendees:

John McDonald (Vice Chair); Jeanne Behie; Rosemary Carmody; Joseph Corrente; Dr. Judith Drew; Binyamin Efreom; Victoria Ferrara; Dr. Kate McCarthy-Barnett; Lisa McKay; Ronald McMinn; Karen O'Connell-Lyons; James Pitassi; Arthur Plitt; & Rev. Gerard Sabourin;

Excused:

Paul Choquette (Chair); Sharon Brinkworth; Frederick Burke; Regina Connor; Scott Greco; Dr. Orestes Monteracy; Bill Nieranowski; Lorna Ricci; Patricia Ryherd; & Lou Salerno

Minutes

5:00 PM Call to Order, Introductions and Acceptance of Minutes Paul Choquette, Chair.

Discussion: Vice Chair called the meeting to order at 5:03 PM.

Members, staff and guests introduce themselves

MOTION: To accept the minutes of the previous meeting as mailed BW/AP passed unanimously

5:05 PM

Action Items

1) Commission Legislative Package

Bob Cooper, Executive Secretary

1 (a) Status of the Commission's Legislative Package

(1) Designation of a state agency for:

(b) the designation of the Attorney General's Health Care Advocate's Office to advocate for persons with disabilities in areas such as health care insurance claims;

The Legislation Committee, after meeting with the Attorney General's staff have proposed a change to require health insurers when rejecting a health care service, in addition to providing information on how to file an appeal, provide the patient/family with the address and phone number of the attorney general's office of health care advocate and the health insurance commissioner. {Sponsors Rep. Story & Sen. Pichardo S 2209}

MOTION: To approve the revision of the 2006 Legislative Package item 1(b) to read as follows “{delete}1(b)the designation of the Attorney General’s Health Care Advocate’s Office to advocate for persons with disabilities in areas such as health care insurance claims”{delete}{replace with} “(2) requiring health insurers when rejecting a health care service, in addition to providing information on how to file an appeal, provide the patient/family with the address and phone number of the attorney general’s office of health care advocate and the health insurance commissioner” and renumber the remaining sections. AP/BE passed VF abstained.

1 (b) Commission’s Position Requested on:

- H 6790 Disability Parking Permits, sponsor by Rep. Lewiss
Representative Lewiss’ bill would extend disability parking privileges to persons seventy-five (75) years of age or older without regard to disability, with NO increase in the number of disability parking spaces. Request for review and vote on H 6790 made by Commissioner Lorna Ricci
- S 2134 School Playgrounds review and vote requested by the sponsor Senator Blais
Senator Blais’ School Playground bill was originally drafted and introduced on behalf of the Commission, each of the past 5 years. Senator Blais’ bill would provide grants to cities and towns for projects undertaken specifically to comply with the department of education and department of health’s joint health and environment recreational facility safety regulations and/or to provide access for people with disabilities.
- Zoning – Accessory Family Dwellings Act review and vote requested by the sponsor Senator Levesque
Senator Levesque’s bill would permit an accessory family dwelling within a single family residence, for the sole use of one or more members of the family of the occupant whom is person with a disability pursuant or is over the age of sixty-five (65). This year’s version of the bill, is being introduced in the form the Commission suggested for the past 3 years.
- S 2269 Accessibility Complaints Act review and vote requested by the sponsor Senator Polisena
Senator Polisena’s bill would allow disability discrimination complaints relating to the physical inaccessibility of buildings and structures to be filed on behalf of a specific class of individuals rather than just by individuals with disabilities who were personally affected by the physical inaccessibility of the specific building. The Commission staff drafted the bill at the Senator’s request.
A copy of each of these bills is attached.

MOTION: To oppose H 6790 Disability Parking Permits RMcM/BE passed unanimously

MOTION: To support if amended to a provision to enforcement & remove the “or” in “and/or” S 2134 School Playgrounds, RC/RMcM passed, Nay JB & EB

MOTION: To authorized the Exec. Cmte.for more information and wording of an amendment the Zoning – Accessory Family Dwellings RC/RMcM passed unanimously

MOTION: To authorize the Exec. Cmte. for more information and wording of an amendment the Accessibility Complaints Bill JD/BE passed unanimously

2) State Budget Act **Bob Cooper**

2 (a) Commission’s Request for Accessibility Bond Referendum

2 (b) Commission’s Request for the 50th Anniversary Celebration

TheGovernor’s Budget has not been released yet, it should be later this week, at which point we will learn whether our appeals have been granted

6:00 PM

RECESS FOR DINNER

3) Adoption of Fragrant Free Policy

The Executive Committee recommends the Commission adopt as Commission policy the Fragrance-Free Policy below, which is based on the Missouri Governor's Council on Disabilities' Fragrance-Free Policy

Fragrance-Free Policy

Some persons employed with or visiting Governor's Commission on Disability offices or events report sensitivities to various chemical-based or scented products. We ask for everyone's cooperation in our efforts to accommodate their health concerns.

The Governor's Commission on Disability requests that all offices and spaces used by Commission staff and by their visitors remain free of chemical-based scented products. Specifics of this request include:

- Use non-scented body products (i.e., lotion, hair spray).
- Refrain from the use of items in office areas that give off chemical-based scents (i.e., air fresheners, potpourri).
- Allow recently dry-cleaned clothing to air before wearing.
- Use least toxic cleaning products, disinfectants, and paints.

This request is not a ban on scented products, but a request to voluntarily refrain from chemical-based or scented products so that chemical barriers will not prevent access to Governor's Commission on Disability services for people reporting multiple chemical sensitivities.

All programs conducted by Governor's Commission on Disability are available to clientele on a nondiscriminatory basis without regard to race, color, creed, religion, sexual orientation, national origin, gender, age, or disability.

GCD Staff Responsibilities

- Ensure that signage informing staff, clients, and visitors of scent-free environment are posted in office and meeting areas. See Policy Statement for suggested wording.
- Inform staff of guidelines periodically at all-staff meetings.
- Whenever an appointment or meeting is scheduled, request attendees to refrain from use of scented products on the day of the visit.
- If a visitor or client arrives wearing scented body products, staff is asked to indicate that the product may prevent people with chemical sensitivity from being in the same area. Attempts to mitigate the impact of the scented products will be made.
- When planning for meetings, assumption should be made that an attendee will need accommodation for multiple chemical sensitivities. When possible, staff will plan the meeting in a place that has good ventilation, furniture with minimal or no upholstery, and where no painting or remodeling has recently been done. In addition, the meeting place should be either uncarpeted or should have carpeting that has not recently been cleaned. The meeting place should not be near entrances where fumes from loading docks, laundry facilities, or other sources can enter.
- Staff will coordinate with Facilities Management in order to receive information regarding pesticide applications, painting, floor waxing, and other activities that will

introduce chemical scents within the office environment or meeting place. Staff who are responsible for ordering office-cleaning products are advised to coordinate with Facilities Management to order the least toxic product available.

- Hotels and other facilities where meetings are held will be requested to remove or disconnect any fragrance emitting devices from the meeting rooms and restrooms, and to not schedule any carpet cleaning, painting, pesticide application or other activities which will introduce chemical scents within the meeting environment.

MOTION: To adopt the Fragrance-Free Policy RMcM/VF ,
 MOTION To move the previous question BE/RMcM passed unanimously
 Original Motion passed unanimously

4) Appointment of:

(a) Liaisons to the Department of Human Services’ Center for Adult Health Consumer Advisory Committee; and the Home & Community Care Advisory Committee

Department of Human Services’ Center for Adult Health Consumer Advisory Committee / DEA’s Home & Community Care Advisory Committee.
 Get dates, time and frequency of meeting.

(b) Rhode Island Financial/Accounting Network System Authorized Agents

State Government is converting from the RI Sail financial system to RI-FANS
 The conversion schedule is:

RI Sail	RI-FANS
4/1/06 Continue using RISail for FY06 Transactions July 2006 Shut down RISail after FY06 Transactions are processed	2/10/06 Agencies appoint “authorized agents 4/1/06 Begin using RI-FANS for FY07 Transactions 7/1/06 Begin Building FY08 Budget in RI-FANS

Rhode Island Financial/Accounting Network System should Streamlined Business Processes

Purchasing Processes

- Requisition to Purchase Order
 - Less than \$5,000
 - MPA
 - Single, Sole, Proprietary Source
 - Emergency
 - Greater than \$5,000

Payables Processes

- Invoice from Purchase Order
- Out of State Travel
- Direct Pay (limited use)
- Batch Import (Interface)

General Ledger Processes

- Journal Entry
- Cash Receipts

Working with Workflows

What workflows do:

- Provide all parties in a business process with the information they need to make decisions and move the process along
- Organize and manage approvals, notification, monitoring, record-keeping, etc
- Re-route or escalate processing as needed, to maintain service levels and time standards
- Standard workflows will be predefined in the system

Sample workflows:

- Bonds Transactions
- Insurance Transactions
- State Property Committee

System notifications:

- Keep appropriate staff in the loop
- Reduce the need to forward paper

The functional team is working on standard notifications. After production, we can work to develop notifications specific to each agency's needs.

Training

- Train the trainer methodology will be used for end user training
- Respected agency staff are ideal to train other users
- Agencies will have the benefit of in-house staff with deep knowledge of RI-FANS and the ability to support colleagues
- End user training will begin in March and continue through July
- All agencies should submit at least one potential trainer
- Trainers will be required to dedicate approximately 15-20 days over the next 5 months

Guidelines to Remember

Approvers

- Once a transaction is approved for the dollar amount, the transaction will be complete
 - Requisition Approver - ready for Sourcing
 - PO Approver - ready for Vendor
 - Invoice Approver - ready for Payment
 - General Ledger Transaction Approver - ready for Posting
- All approvers will be set up as Authorized Agents

Separation of Duties

- No Employee should be authorized to carry a transaction from requisition through payment
 - Purchasing and Receiving
 - Invoicing
 - General Ledger

RI-FANS Roles & Responsibilities

<i>Purchasing Roles & Responsibilities</i>	<i>Payables Roles & Responsibilities</i>
<ul style="list-style-type: none"> ■ Receiver Check accuracy and completeness of delivery Record receipt of goods/services into RI-FANS View and track transactions 	<ul style="list-style-type: none"> ■ Expense Report Initiator Enter employee expense reports RI-FANS
<ul style="list-style-type: none"> ■ Requisitioner Receiver responsibilities plus: Access to i-Procurement Create requisitions 	<ul style="list-style-type: none"> ■ Expense Report Approver Expense Report Initiator plus: Approve employee expense reports in RI-FANS
<ul style="list-style-type: none"> ■ Requisition Approver Requisitioner responsibilities plus: Approve requisitions within defined limits Advance requisitions outside of limits 	<ul style="list-style-type: none"> ■ Invoice Initiator Expense Report Initiator plus: Enter supplier invoices in the system Validate that there is a match with PO and receipt Act on exception notifications from system as needed
<ul style="list-style-type: none"> ■ Agency Buyer Requisition Approver responsibilities plus: Create purchase orders within the Agency's delegated authority 	<ul style="list-style-type: none"> ■ Invoice Approver Expense Report Approver & Invoice Initiator plus: Approve and/or advance invoice documents within the system
<ul style="list-style-type: none"> ■ PO Approver Agency Buyer responsibilities plus: Approve purchase orders within the Agency's delegated authority Advance purchase orders outside of limits 	

RI-FANS Roles & Responsibilities	
<i>Purchasing Roles & Responsibilities</i>	<i>Payables Roles & Responsibilities</i>
<i>General Ledger Roles & Responsibilities</i>	
<p>■ <u>General Ledger Transaction Initiator</u> Enter Journal Entries into RI-FANS (Cash receipts will continue to be processed through Journal Entries until the Receivable Module is implemented)</p>	
<p>■ <u>General Ledger Transaction Approver</u> General Ledger Transaction Initiator plus: Agency approval for transactions entered into General Ledger</p>	
<p>MOTION: To give advice and consent to the attached list of appointments of RI-FANS Authorized Agents, AP/BE passed unanimously</p>	
RI-FANS Roles & Responsibilities	Appointed
<i>Purchasing Roles & Responsibilities</i>	
<p>■ <u>Receiver</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Check accuracy and completeness of delivery <input type="checkbox"/> Record receipt of goods/services into RI-FANS <input type="checkbox"/> View and track transactions 	<p>For Renovation Projects – Principal State Building Code Official For ADA Grant – Assistant ADA Coordinator</p>
<p>■ <u>Requisitioner</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Receiver responsibilities plus: <input type="checkbox"/> Access to i-Procurement <input type="checkbox"/> Create requisitions 	
<p>■ <u>Requisition Approver</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Requisitioner responsibilities plus: <input type="checkbox"/> Approve requisitions within defined limits <input type="checkbox"/> Advance requisitions outside of limits 	<p>For Renovation Projects – Special Projects Coordinator</p>
<p>■ <u>Agency Buyer</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Requisition Approver responsibilities plus: <input type="checkbox"/> Create purchase orders within the Agency’s delegated authority 	
<p>■ <u>PO Approver</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Agency Buyer responsibilities plus: <input type="checkbox"/> Approve purchase orders within the Agency’s delegated authority <input type="checkbox"/> Advance purchase orders outside of limits 	
<i>Payables Roles & Responsibilities</i>	
<p>■ <u>Expense Report Initiator</u> Enter employee expense reports RI-FANS</p>	<p>For Travel, etc. all employees</p>
<p>■ <u>Expense Report Approver</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Expense Report Initiator plus: <input type="checkbox"/> Approve employee expense reports in RI-FANS 	<p>For Accessibility Staff / Renovation Projects –Special Projects Coordinator</p>

RI-FANS Roles & Responsibilities	Appointed
<p>■ <u>Invoice Initiator</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Expense Report Initiator plus: <input type="checkbox"/> Enter supplier invoices in the system <input type="checkbox"/> Validate that there is a match with PO and receipt <input type="checkbox"/> Act on exception notifications from system as needed 	For Accessibility Staff / Renovation Projects –Special Projects Coordinator
<p>■ <u>Invoice Approver</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Expense Report Approver & Invoice Initiator plus <input type="checkbox"/> Approve and/or advance invoice documents within the system 	For Renovation Projects – Special Projects Coordinator All – Executive Secretary
<p><i>General Ledger Roles & Responsibilities</i></p> <p>■ <u>General Ledger Transaction Initiator</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Enter Journal Entries into RI-FANS (Cash receipts will continue to be processed through Journal Entries until the Receivable Module is implemented) 	Special Projects Coordinator
<p>■ <u>General Ledger Transaction Approver</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> General Ledger Transaction Initiator plus: <input type="checkbox"/> Agency approval for transactions entered into General Ledger 	Executive Secretary

1. HAVA - Election Assistance to Individuals with Disabilities Memorandums of Understanding	Bob Cooper & Rory Carmody
<p>The chair of the Election Assistance Committee and the Executive Secretary are finalizing 2 memorandums of understanding. The first will be with the RI Disability Law Center, The Community Provider Network – RI, and the American Association of Persons with Disabilities to establish the RI Disability Vote Project, for the purpose of conducting the voters with disabilities outreach, awareness, voter registration and training;. The second is with the RI State Board of Elections and the RI Disability Law Center to create a election officials/poll worker training video.</p>	
<p>MOTION: To authorize the Executive Committee to review and approve the memorandums of understanding with:</p> <ol style="list-style-type: none"> 1. the RI Disability Law Center, The Community Provider Network – RI, and the American Association of Persons with Disabilities to establish the RI Disability Vote Project, for the purpose of conducting the voters with disabilities outreach, awareness, voter registration and training; and 2. the RI State Board of Elections and the RI Disability Law Center to create an election officials/poll worker training video. <p>JD/JC passed Nay RMcM passed.</p>	
<p>Commend CR for Cable TV JD/VF passed.</p>	
<p>6:40 PM Questions Concerning the Reports from</p>	
<p>Questions about the (attached) committee, liaison and staff reports.</p>	

Adjourned at:	PM
Resource People:	John Desautel (GCD)

Written Reports from Committees (submitted prior to the meeting)

Accessibility Committee

See the Commission's Request for Accessibility Bond Referendum, above.

– Binyamin Efreom, Chair & John Desautel

Disability Business Enterprise Committee / Disability Business Enterprise Grant

Human Resource Investment Council Grant's Quarterly Report (10/1/05 to 12/31/05)

1. Please describe the project's activities that took place during this time period. You may include in this list the number of trainees and any "special activities" which took place.

During the last quarter the project staff and Disability Business Enterprise Committee:

- Met with the Director of the Department of Administration to go over the new regulations drafted by the DBE Committee.
- Gave a presentation on the DBE Program to many DD organizations at CPNRI that are interested in starting new businesses or growing their existing business to do contract work with the State of RI.
- Contacted Jim Jackson, The Essex Group, for a marketing Seminar that will take place February 1st for all interested DBE's.
- Sent a letter out to all DBE's reminding them to renew their membership.
- Met with The Cove Center and discussed the DBE program and the application process.
- Created a new DBE brochure for marketing the DBE program to the state agencies.
- Provided individualized RIVIP system training to the DBEs and, update their ComCodes.
- "Mined" the RIVIP system looking for bid opportunities for DBEs.

2. Please explain any difficulties or problems encountered with the project since the last report. Will these difficulties impact on the attainment of the project's original goals? What options are available to: 1) put the project back on track, and 2) avoid such difficulties in the future.

Getting the approval of the Department of Administration and Purchasing has been difficult in the past. Because there are no regulations in place, there are no guidelines for the purchasing department when it comes to disability businesses. The DBE coordinator was able to meet with the Director of DOA and was able to explain the difficulties of growing the DBE program without regulations. The Director will support our efforts in getting regulations in place.

3. Please discuss planned project activities for the next reporting period.

The HRIC grant was to be completed in the end of December but hopefully there will be an extension until the end of March, 2006. During this time the project's staff and DBE Committee,

- will following up with the Director of the Department of Administration to ensure the new purchasing regulations are adopted.
- make the DBE's aware of the new purchasing regulations,
- set up and complete the marketing training class for the DBE's,
- recruit new business to join the DBE program, and
- complete training for the DBE's for the state purchasing website.
- will be mailing out renewal certificates to the recertified DBEs along with an updated DBE guide (to reflect the new Delegated Authority definition).
- will undertake a campaign to make the State's agency's buyers aware of the DBE program and regulations after the purchasing regulations have been updated.

– Bill Nieranowski, Chair & Christine Botts

Disability Parking Committee

The Committee will be meeting in February to review the 2005 Disability Parking Enforcement Enhancement Reports from the local police departments; the State Police; Capitol Police; Airport Police; Department of Environmental Management Police, and the campus police at URI, RIC, & CCRI.

– **Scott Greco, Chair & Nicholas Capobianco, Jr.**

Election Assistance Committee / Help America Vote Election Assistance for Individuals with Disabilities Grant

Activity	Status
Requirement A: Making polling places, including the path of travel, entrances, exits, and voting areas of each polling facility, accessible to individuals with the full range of disabilities	
With the EAID FY 2003 Funding, the RI Governor’s Commission on Disabilities has:	
1. Compared the 1985 RI Polling Place Accessibility Standard to the new federal Department of Justice ADA Checklist for Polling Places (February 2004) polling place accessibility guidelines;	Completed during Program Year 1
2. In conjunction with the RI State Board of Elections, the state is revising the 1985 RI Polling Place Accessibility Standard to incorporate all the DOJ’s ADA Checklist for Polling Places;	Awaiting adoption by the State Board of Elections
3. Conduct new accessibility inspections of the 600+ Rhode Island Polling Places utilizing the DOJ’s ADA Checklist for Polling Places.	Completed prior to the 2004 General Election (spanned Program Years 1 & 2)
With the EAID FY 2004 Funding, the RI Governor’s Commission on Disabilities will:	
4. Assist all the local boards of canvassers in developing transition plans to ensure full compliance by January 1, 2006, and wherever possible, during the 2004 election cycle.	Assisted local boards choose: 4 new polling sites in Pawtucket, 1 new polling site in Charlestown, 5 new sites in Woonsocket, and surveyed 12 potential polling sites in Providence.
5. Surveying potential new polling site on an as-needed basis to certify compliance with the HAVA accessibility guidelines;	Surveyed 4 sites in Pawtucket, 1 site in Charlestown, and 1 site in Westerly.
6. Providing technical assistance in designing the removal of any barriers to access found at the polling sites;	Provided technical assistance designing barrier removal at: 5 polling places in Pawtucket, 4 polling places in Charlestown, 2 polling places in North Providence, and 9 polling places in the Providence.
7. Awarding grants to local boards of canvassers to fund accessibility renovations at polling places.	Requests for polling place accessibility grants were submitted by the Boards of Canvassers in Pawtucket, Westerly, and Woonsocket which the Committee reviewed and approved.
8. Monitor the renovations to ensure compliance with the DOJ’s ADA Checklist for Polling Places, through either permanent renovations or temporary solutions for election days.	Will undertake as soon as the sub-grants (# 7 above) have been awarded.

Election Assistance Committee / Help America Vote Election Assistance for Individuals with Disabilities Grant	
Activity	Status
Requirement B: Provide the same opportunity for access and participation (including privacy and independence) to individuals with a full range of disabilities	
The EAID FY 2003 Funding, the RI Governor's Commission on Disabilities will continue to be used (in PY 2004):	
1. Provide outreach about polling place accessibility, availability, and opportunity to people with disabilities throughout the state; 2. Conduct small public awareness campaigns to help voting awareness amongst people with disabilities;	The Commission has created an Election Assistance Committee, that includes representatives of the range of disabilities, as well as the RI Disability Law Center, the Secretary of State's Election Division, and the State Board of Elections to advise election entities on how to best to promote the access and participation of individuals with a full range of disabilities
3. Develop training modules to be used by election officials and poll place workers to better prepare them to meet a variety of voter needs;	Under development, see Requirement C
4. Recruiting people with disabilities to serve as trained poll workers; and/or on an as-needed basis, as an advisor to the: Rhode Island Governor's Commission on Disabilities; RI Disability Law Center; Secretary of State's Election Division; and the State Board of Elections' ongoing attempts to ensure polling site accessibility and greater participation by people with disabilities in the electoral process.	The Commission recruited people with a wide range of disabilities to (a) serve as poll workers during the 2004 Election Cycle and (b) evaluate the equipment for accessibility and ease of use of direct recording electronic (DRE) voting equipment at the request of the Secretary of State's demonstration
5. Disseminate mini-grants to successful applicants;	The Commission and the RI Disability Law Center have developed a broad cross-disability alliance to conduct public awareness program that will encourage people with disabilities to: register and vote; practice using voting machines; and understand and exercise their voting rights, which will be funded in Program Year 3.
6. Monitor the progress of the recipients through periodic reporting and various other oversight strategies.	Will undertake as soon as the grant (# 5 above) has been awarded.
No FY 2004 EAID funding will be needed for Requirement B activities.	
Requirement C: Train election officials, poll workers, and election volunteers on how best to promote the access and participation of individuals with a full range of disabilities	
The EAID FY 2003 Funding, will continue to be used to: Develop a video training module for use by the State Board of Elections as part of their ongoing	The Commission, the RI Disability Law Center and the State Board of Elections have reviewed other states' training videos for election officials and will be in the process of developing a short video that

Election Assistance Committee / Help America Vote Election Assistance for Individuals with Disabilities Grant

Activity	Status
training of election officials and poll place workers to better prepare them to meet a variety of voter needs	will be used by the State Board of Elections' training. The video will be finalized once the state determines which Direct Recording Electronic (DRE) system it will purchase.
No FY 2004 EAID funding will be needed for Requirement C activities.	
Requirement D: Provide individuals with the full range of disabilities with information about the accessibility of polling places	
The EAID FY 2003 Funding, will continue to be used to:	
<ol style="list-style-type: none"> 1. Providing outreach about polling place accessibility, availability, and opportunity to people with disabilities throughout the state; and 2. Conduct public awareness campaigns to help voting awareness amongst people with disabilities 	The Commission and the RI Disability Law Center have developed a broad cross-disability alliance to conduct public awareness program that will encourage people with disabilities to: register and vote; practice using voting machines; and understand and exercise their voting rights.
<ol style="list-style-type: none"> 3. Develop training modules to be used by consumer organizations and providers of services for people with disabilities to better prepare people with disabilities to vote independently and in secret; 	The video will be finalized once the state determines which Direct Recording Electronic (DRE) system it will purchase.
<ol style="list-style-type: none"> 4. Recruit people with disabilities to serve as trained poll workers; and/or serve, on an as-needed basis, as an advisor to the Rhode Island Governor's Commission on Disabilities, the RI Disability Law Center, Secretary of State's Election Division, and the State Board of Elections' ongoing attempts to ensure polling site accessibility and greater participation by people with disabilities in the electoral process. 	See Requirement B. 4 above.

No FY 2004 EAID funding was needed for Requirement D activities.

State Board of Elections' Voter Registration Advisory Committee

Has not met.

American Association of People with Disabilities – Disability Vote Project

The Commission, the RI Disability Law Center, Community Provider Network of RI, and the AAPD are finalizing the memorandum of understanding which will establish the RI Disability Vote Project, to organize nonpartisan voter registration and get of the vote efforts of the disability consumer and provider organizations in RI.

– Rosemary Carmody, Chair & Albert Tardie

Employment Committee Quarterly Revised Report:

NE ADA Grant

Describe activities that took place during this quarter.

Met or exceeded all ADA grant employment related objectives for 2005. This quarter provided a Title 1 and Title 2 workshop for state ADA coordinators. 229 Technical assistance calls were responded to by the Commission. Of those, Christine Rancourt responded 60 employment related calls this quarter in addition to the Able Too...calls, the new grant calls, and calls pertaining to the ADA training held in November/December. Beyond the core ADA grant from NEADA & IT center Christine applied and was awarded a \$4000.00 grant to develop web-cast training.

Describe any difficulties or problems encountered during the quarter and anticipated impact on attainment of project goals.

Promoting the NEADA teleconference workshops continues to be difficult.

Describe planned activities for this quarter and any intervention to meet objectives.

This quarter the employment committee will develop a work plan for 2006 NE ADA grant objectives. Committee will work to develop a protocol for promoting teleconferences. And support the development and implementation of the web cast. Will monitor the impact developing a webcast may have on achieving original grant objectives.

HRIC Promoting Work Grant

Describe activities that took place during this quarter.

1. Producing quality ABLE TOO programming was the priority this quarter. Twelve programs are filmed and currently in the production phase-editing and applying open-captioning. These programs will air from October 2005 through May 2006.
2. Staff provided support towards the netWORKri Job Fair celebrating Employment of People with Disabilities month, over 25 employers participated with more than 500 people attending.
3. Lastly, the committee reviewed and awarded 5 grants to RI Colleges/Universities to promote employment to students with disabilities.

Describe any difficulties or problems encountered during the quarter and anticipated impact on attainment of project goals.

We did not complete all grant activities by December 31.

Related to Able Too there were production postponed due to the delay in hiring a production company. The committee has recognized that promoting the airing of Able Too program schedule is inconsistent.

Describe planned activities for this quarter and any intervention to meet objectives.

Bob Cooper has requested a final extension from HRIC to complete program activities.

Committee

US Department of Labor's Office of Disability Employment Policy & National Association of Governors' Committees on People with Disabilities

Describe activities that took place during this quarter.

Vicki Ferrara continues to receive information from both groups and disseminates information.

NAGC has also launched a website <http://www.nagepd.com/index.html> 2 Commission Staff and the Employment Committee Chair are listed in the directory.

Describe any difficulties or problems encountered during the quarter anticipated impact on attainment of project goals.

Participation in NACG conference calls is challenging as they often conflict with other meetings/activities. We are aware of national initiatives and information through meeting minutes.

Describe planned activities for this quarter and any intervention to meet objectives.

Staff will participate in conference calls as schedule permits.

Christine and/or Vicki continue to participate in conference calls as available. Tap NAGC resources when needed. Bring relevant initiatives to RIGCD attention.

RI Business Leadership Network

Describe activities that took place during this quarter.

RIBLN continues to meet regularly. Their recent focus has been group organization and creating a 2006 work plan. Highlights for this year include, launching a RIBLN website, sponsoring 4 workshops/forums and creating a formal connection with the US BLN.

RI BLN member Sanford Lupovitz attended the U.S. BLN conference in November 2005. He obtained valuable information on growing a BLN and meeting the standards of the US BLN. Information obtained has helped group prioritize their effort of establishing a RIBLN. Vicki Ferrara did not attend as planned due to illness.

Describe any difficulties or problems encountered during the quarter and impact on goal attainment.

Did not send letter to RIBLN congratulating them on there initiative as stated in last report.

Describe planned activities for this and the quarter including any intervention to meet objectives.

In February, write RIBLN a letter congratulating them on their effort to date and reinforcing the RI GCD support of a RI BLN. Outline how RIGCD could be a resource to RIBLN. Consider inviting a RIBLN representative to report on progress. Additionally, RIGCD should support/participate in RIBLN workshops as appropriate. And when created- RIGCD should link to resources developed by RIBLN to educate employers about employing people with disabilities resources.

Hearing Board

No complaints have reached the hearing board, all have been resolved by the staff providing technical assistance to the owner/manager

State Planning Council's Transportation Advisory Committee

The committee has approved two amendments to the State Transportation Plan that allow the City of Providence to expend federal funds earmarked by Congress for very specific projects.

- **John J. MacDonald, Chair & Harvey Salvas**

Information and Adaptive Technology Committee

Didn't have a quorum at its meeting in October 31st meeting.

- **Regina Connor, Chair & Harvey Salvas**

Legislation Committee

See the Legislative Package Status Report above.

- **Paul Choquette, Chair & Bob Cooper**

State Coordinating Committee on Disability Rights / NE ADA Grant

1st Quarter Report October 1, 2005 – December 31, 2005

Trainings

1. Total number of trainings: 2
2. Check category that described your ADA training audience and indicate approximately the number of participants from each category:
___ Disability Organization or Advocate ___ Persons with Disabilities ___ Business(for and non-profit)
 36 Local Government Agencies 18 State Government Agencies ___ Architects
Others:
3. Total number of people trained 54
4. Total number of ADA and related trainings on the following topics:
___ Disability Awareness 1 Title I 1 Title III
___ General ADA Information 2 Title II ___ Transportation

Technical Assistance

1. Total number of ADA technical assistance contacts including emails, telephone calls, walk-ins and other types of contact: 229

Public Awareness Activities

1. Provide the total number of ADA public awareness activities under each of the following categories that apply:

2 Exhibits Media Interviews Web Cast
 Teleconference Print Media Articles Speeches
52 Presentations Audio conference

29 Other: Able Too TV segments

2. Provide the total number of ADA public awareness activities: 34

Materials Dissemination

1. Indicate the total number of ADA materials disseminated 205

2. If you can, break this number down into the following categories:

30 Post Office Mailings

72 E-mail

3. 5 Web site

4. If you have an ADA list serve or email information lists-indicate the number of people on your list-serve 123

Outcomes:

1. Coordinate plans for training and exhibits to target audiences with Center staff. 3

2. Expand ADA coalition to include IT expertise (education, government & business) yes

3. Provide the Center with news & photos for the Center's *Access New England* Newsletter three (3) times a year.

X Winter Spring Fall

4. Coordinate media outreach efforts & articles with Center especially in anticipation of breaking ADA news (Supreme Court decisions) & 15th year anniversary of the ADA.

5. Provide annual ADA Coalition meeting schedule to Center Project Director X yes no

6. Provide list of names of ADA & IT Coalition organization membership X yes no

7. Include information about the ADA, accessible information technology, and the activities of the Center in your newsletters, newspapers and other means of communications to the public. X yes no

8. Participate in two Regional Advisory Board Meetings annually. Spring Fall

-Paul Choquette, Chair, Harvey Salvias, & Christine Rancourt

Executive Committee

The Committee met with representatives of the Department of Administration in December and voted to support their proposal to transfer of the responsibilities, staff and operational budget of the Division of Motor Vehicles Disability Parking Permit Unit to the Commission as of the start of FY 2007, if the transfer is

1. acceptable to the current employees; and

2. can be accomplished as part of the Budget Act.

In January the Division of Motor Vehicles advised the Commission that the two employees opposed the transfer, as a result the proposal has been withdrawn.

The Committee interview appointed Leah Charpentier, a URI student the Mary Brennan Fellow for the Spring '06. The Committee also extended the application deadline for the Edward J. Schroeder for the spring semester, until February 10, 2006.

- Paul Choquette, Chair John J. MacDonald, Vice Chair & Bob Cooper

Reports from Liaisons

Emergency Management Advisory Committee / RI Emergency Management Agency Elderly and Disability Work Group

This work group has been formed, and at its January meeting; Gary Feldman clarified the place of this group within the organizational structure of the EMA. This group is considered a Working Group of the EMA Advisory Sub-Committee.

The group brought up many current issues that require further work. These issues were broadly defined as falling into the following four areas:

- (1) The need for some type of central registry for first responders and other EMA uses to ensure that people with disabilities and elders are able to access services. Some of the sub issues regarding this include; privacy, what type of data needed, multiple registries, need to identify other groups who are working on this same issue, strategies on how to reach maximum number of people.
- (2) The need to provide something to elders and people with disabilities in the areas of training, education etc. in order to encourage enrolment in registry as well as the ability to function in an emergency situation/disaster.
- (3) Communications Accessibility. This encompasses all communications that could potentially need to occur as the result of an emergency or disaster will be accessible to all who need to receive this communication no matter where they may be (home vs. work) or what manner they communicate.
- (4) Defining the population and developing a systemic view of how the multiple agencies involved (both emergency agencies and disability/elder agencies) would interact in various situations and events. This also includes investigating work in this area that is being done by other groups to eliminate duplication of efforts. (It was mentioned during this meeting that Long Term Care Coordinating Council was looking at how skilled nursing facilities and home care agencies were planning on dealing with disaster situations.)

Paul Choquette, Binyamin Efreom & Albert Tardie

Department of Education's Comprehensive System of Personnel Development Advisory Committee;
Due to the change to acting director...the next meeting is scheduled for this June; some data being assembled for new reporting.

Department of Elderly Affairs' Health Care Resource Center Advisory Committee

Active support for the multicultural efforts for collaborative efforts

Youth Leadership Forum

Planning for the next success with Susan Shapiro's retirement not slowing the efforts as she will be staying on.

Rhodes to Independence Steering Committee

Active involvement from Emergency Management for persons with disabilities to efforts from Youth transition, housing and directions for needs of the community from voting to a job fair of some 500

Mentoring Day Organizing Committee

Great efforts with an award of excellence for Pat Ryherd and myself in our long term efforts.

Arthur M. Plitt

Governor's Advisory Council on Health

The Council has not met during this time period.

National Organization on Disability

The National Organization on Disability (N.O.D) continues to promote the full and equal participation and contribution of people with disabilities in all aspects of life. The N.O.D e-newsletter provides updates on the following: Politics, Religion, Education, Transportation, Health Care, Social, Housing, Employment and Emergency Preparedness.

A few recent highlights include:

- Tom Ridge, the former Governor of Pennsylvania who served as the first U.S. Secretary of Homeland Security, was named Chair of the National Organization on Disability
- N.O.D./Harris Survey on Emergency Preparedness was released in December 2005
- Emergency Preparedness Initiative launched a 12-month Outreach,

Awareness, and Education Series to encourage people with disabilities to better prepare themselves for emergencies including an interactive map of disability and emergency preparedness resources

http://www.nod.org/EPIResources/interactive_map.html

Housing Resource Commission's Policy Strategic Housing Planning Committee

The final draft of the RI Five Year Strategic Housing Plan: Five Thousand in Five Years received approval from the Housing Resources Commission. The plan has also been submitted to the State Planning Council for review and recommendations. Once the State Planning Council approves the plan, the public will be invited to comment.

Kate McCarthy-Barnett, EdD

Human Resource Investment Council/Governor's Workforce Investment Board

Lorna Ricci

Rehabilitation Building Code's Drafting Committee

The Paratransit task force hasn't met in over 2 years.

Orestes P. Monterey, Ph.D.

Reports from Staff

Department of Administration's Information Resources Management Committee

No meeting

RI Websites Standards Committee

No meeting

RI Webmasters Committee

1 meeting no technical information pertinent to GCD

Department of Labor and Training's Elevator Committee

The Committee hasn't met in more than 2 years.

Department of Environmental Management's Parks & Trails Committee

Harvey O. Salvias

Department of Transportation's Crosswalk Safety Committee

The committee is not accepting appointments from the Commission.

John Desautel

Civil Rights Roundtable

Assisted with the planning for their Martin Luther King Day celebration; arranged for a sign language interpreter for the MLK Jr. event, and inspected the Black Repertory Theater (event site) to ensure that it was accessible.

Provided information on the Commission's legislative packaged.

Christine Rancourt

Department of Health's Arthritis State Plan Advisory Committee

The Advisory Committee hasn't met since the last Commission meeting

RI Public Transit Authority's Accessible Transportation Advisory Committee

RIPTA Senior Management reported that the wheelchair lift failures in July, August and September were 22, 22, and 24 on-the-road failures respectively. The average waiting times after a lift failure in July, August and September were 13, 13, and 15 minutes. Federal Regulations require a maximum time of 30 minutes.

RIPTA's General Manager reported that 36 new low-floor fixed route buses had been recently added to the RIPTA fleet. These buses are easier for all passengers to enter the bus which has a floor that is only about 12 inches off of the ground. Instead of a complicated wheelchair lift, these buses have a ramp which folds out of the front door of the bus for persons in wheelchairs to enter the bus. Also, the wheelchair securement positions are in the front of the bus. Some of the other features include: luggage racks, special LED lights, and clean diesel engines.

The ADA announcements compliance rates for July, August and September were 73%, 79% and 75% respectively. The goal was still 100%, RIPTA's compliance was some of the best in the country.

Fourteen new Ride vans had been received. The new vans have a front wheelchair lift and also the added safety feature of a rear emergency exit door.

Teresa Carr-Hopkins

US Department of Education /Office for Civil Rights & RI Department of Education /Office of Equity and Access

The RI Department of Education has responded to the Commission's proposal for a memorandum of understanding on technical assistance and monitoring of compliance by schools, but are still awaiting a response from Department of Health Director and Director of the US Department of Education /Office for Civil Rights.

Albert A. Tardie

John O. Pastore Center Advisory Committee

Denise Breckel, Capital Projects Director, indicated that the work on Pastore Building bathrooms (4) funded by GCD to provide the disabled accessibility is under way.

MHRH staff person indicated work on a steam line at the Pastore Complex is in progress.

DCYF staff person stated that the consolidation of programs at the RI Training School within the existing facilities will not permit programs to function correctly.

John Desautel, GCD staff person indicated that parking for the disabled located at 41 Cherry Dale Court, Pastore Complex is inadequate. JD also indicated that the GCD has made efforts to request approximately 29 million dollars in bond funds to provide accessibility at all occupied state owned facilities in the November 2006 ballot.

The Corrections staff person requested that all Pastore Complex construction projects be listed in the Pastore Council minutes. There was no vote on this request.

The acting chairman requested that quarterly meetings of the Pastore Center Council rather than monthly meeting be scheduled. JD pointed out that the Pastore Center Council may have been established by state law which should be reviewed prior to changing the frequency of meetings.

John Desautel

Physical Access Complaints

The 5 telephone complaints were all resolved by technical assistance, no written complaints were received during the last quarter.

Nicholas Capobianco, Jr.

Paratransit Task Force

The Paratransit task force hasn't met in over 2 years.

Bob Cooper